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Division of Financial and Administrative Services

DATE: January 28, 2013

FROM: School Food Services Section - Commodities

Attached is the Authorized Representative's <u>USDA Foods Packet Letter</u> for School Year 2013-2014.

All information regarding the annual <u>USDA Foods Packet</u> can be found on the <u>DESE – SFS</u> <u>Commodities Web page</u>.

Please note Packets are *no longer mailed* and must be completed electronically via the Microsoft Excel spreadsheet to submit back to DESE – SFS. Packets are due to DonatedFoods@dese.mo.gov by March 1, 2013.

Additional <u>instructions</u> are outlined in the Microsoft Excel file or can be found on the <u>USDA Foods</u> <u>Packet SY 13-14</u> Web page.

Please contact one of the DESE – SFS Donated Foods team members if you should have any additional questions.

- Andy Dudenhoeffer, 573-751-7253
- Matthew Essner, 573-522-1974
- Amy Halderman, 573-751-2646
- DeeDee Kilson, 573-751-1706